



## JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: [jeffersoncountywi.gov](http://jeffersoncountywi.gov)

**\*REVISED 01-03-2017**

**"Jefferson County: Responsible government  
advancing quality of life"**

**BEN WEHMEIER**  
County Administrator

**TAMMIE JAEGER**  
Administrative Secretary

### MEMORANDUM

**TO:** Editors

**FROM:** Ben Wehmeier, County Administrator

**DATE:** December 21, 2016

**SUBJECT:** JEFFERSON COUNTY Meetings – Week of January 2, 2017

<b>January 2, 2017 Monday</b>	Holiday! Courthouse Closed		
<b>January 3, 2017 Tuesday</b>	Highway Committee	8:00 a.m.	Highway Committee Room 1425 Wisconsin Dr, Jefferson
	Swearing In of Elected Officials	8:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Br 4, Jefferson
<b>January 4, 2017 Wednesday</b>	Infrastructure Committee	9:00 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 112, Jefferson
<b>January 5, 2017 Thursday</b>	Fair Park Committee	8:00 a.m.	Fair Park Activity Center 503 N. Jackson Ave, Jefferson
<b>January 6, 2017 Friday</b>	<b>*WI River Rail Transit Commission (WRRTC)</b>	<b>10:00 a.m.</b>	<b>Dane County Highway Garage 2302 Fish Hatchery Rd, Madison</b>
<b>January 7, 2017 Saturday</b>	No Scheduled County Meetings		
<b>January 8, 2017 Sunday</b>	No Scheduled County Meetings		



## Agenda

# Jefferson County Highway Committee Meeting

Tuesday, January 3, 2017  
8:00 A.M.

Committee Room  
1425 Wisconsin Drive  
Jefferson, Wisconsin 53549

**Committee Members:** Don Reese-Chairman, Ron Buchanan-Vice  
Chairman, Mike Kelly-Secretary, James Braughler,  
Blane Poulson

**Highway Commissioner:** William T. Kern

## AGENDA

1. Call meeting to order
2. Roll Call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment (Members of the Public who wish to address the  
Committee on specific agenda items must register their request at this time)
6. Approve minutes from November 29, 2016 Highway Committee meeting
7. Communications
8. Old Business                      a. None
9. New Business                    a. Discussion and possible action on accepting equipment bids  
for skid steers, self-propelled sweepers, and quad-axle trucks with  
plow equipment  
    b. Discuss monthly financial account summary (YTD)
10. Highway Operations Report
11. Review and approve vouchers
12. Set Next Meeting Date (January 31, 2017)
13. Adjourn

*A Quorum of any Jefferson County Committee, Board, Commission or other body, including the  
Jefferson County Board of Supervisors, may be present at this meeting.*

*"Individuals requiring special accommodations for attendance at the meeting should contact the  
County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can  
be made."*

# **JEFFERSON COUNTY CLERK**

**BARBARA A. FRANK**

**311 S. CENTER AVENUE, ROOM 109**

**JEFFERSON WI 53549-1799**

**920-674-7144**

**Fax: 920-674-7368**

**E-mail: [barbf@jeffersoncountywi.gov](mailto:barbf@jeffersoncountywi.gov)**

December 20, 2016

## **NEWS RELEASE :**

This is public notification that County officials who were elected in the November 2016 election will be sworn in Tuesday, January 03, 2017 at 8:30 a.m. in Branch 4, Judge Koschnick, at the Jefferson County Courthouse. You are invited to attend this ceremony. If you have any additional questions, please feel free to contact the County Clerk's office.

Barbara A. Frank

Jefferson County Clerk

# Infrastructure Committee

## AGENDA

Jefferson County Courthouse  
311 S. Center Avenue, Room 112  
Jefferson WI 53549

Wednesday, January 4, 2017

9:00 a.m.

### Committee Members

Glen Borland, Greg David-Chair, Dick Jones, John Kannard-Vice Chair, Laura Payne-Secretary

1. Call to order
2. Roll call
3. Certification of compliance with the Open Meetings Law
4. Election of Committee Secretary
5. Review of the Agenda
6. Public Comment  
(Members of the public who wish to address the committee on specific agenda items must register their request at this time)
7. Approval of the December 7, 2016 Infrastructure Committee meeting minutes
8. Communications
9. Review suggestions for Dementia Friendly County – Courthouse Facilities
10. Review of Space Needs Analysis
11. Update on property located at 302 S. Center Avenue and 210 E. Dodge Street
12. Presentation on ERP System
13. Discussion of incorporating tasks of Sustainability Task Force into Infrastructure Committee
14. Update on satellite shops
15. Update on remodeling courthouse employee break room, bathrooms and outdoor space
16. Discuss potential agenda items for the Committee's next meeting
17. Financial Reports (November)
  - a. Central Services
  - b. Management Information Systems (MIS)
18. Discuss future meeting schedule. Set next meeting date (February 1, 2017)
19. Adjourn

A quorum of any Jefferson County Committee, Board, Commission or other body,  
including the Jefferson County Board of Supervisors, may be present at this meeting.

***Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting/visit at 920-674-7101 so appropriate arrangements can be made.***

## **Fair Park Committee**

### **Agenda**

#### **Jefferson County**

Jefferson County Fair Park  
Activity Center  
503 N. Jackson Avenue  
Jefferson, WI 53549

Date: Thursday, January 5, 2017

Time: 8:00 am

Committee members:	Poulson, Blane (Chair)	Buchanan, Ron
	Foelker, Matthew (Vice Chair)	Hall-Kind, Debra
	Hanneman, Jennifer (Secretary)	Kutz, Russell
		Steindorf, Kathleen

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with Open Meetings Law
4. Approval of the agenda
5. Approval of Fair Park Committee minutes of December 1, 2016.
6. Communication
7. Public Comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
8. Discussion of Fair Park Feasibility Study and Strategic Plan
9. Discussion of Signage Plan for Fair 2017
10. Discussion of Plan for Increasing Vendors and Spectators in the Southeast Area of the Fair Park during Fair 2017
11. Review of Community Feedback
12. Review of Financial Report
13. Review of Fair Park Director's Report
14. Review of Supervisor's Report
15. Review of Fair Park Office Report
16. Discussion and possible action on future meeting schedule and agenda items
17. Adjourn

#### Next scheduled meetings:

Regularly scheduled meetings in the Activity Center Conference Room at  
8:00 a.m. on the 1<sup>st</sup> Thursday of the month:

February 2, 2017

March 2, 2017

April 6, 2017

*A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.*

*Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920/674-7101 so appropriate arrangements can be made.*

# WISCONSIN RIVER RAIL TRANSIT COMMISSION

PO Box 262 • 20 S Court Street • Platteville, Wisconsin 53818

Alan Sweeney, Chair • Commission Office Phone 608.342.1637 • Fax 608.342.1220 • Website [www.wrrtc.org](http://www.wrrtc.org)

MEMBER COUNTIES: CRAWFORD • DANE • GRANT • IOWA • JEFFERSON • ROCK • SAUK • WALWORTH • WAUKESHA

SUBJECT: Friday, January 6, 2017 Meeting Agenda  
TO: Wisconsin River Rail Transit Commissioners & Other Interested Persons  
FROM: Mary Penn, WRRTC Administrator

## Wisconsin River Rail Transit Commission

Meeting Friday, January 6<sup>th</sup>, 2017 @ 10 AM

Dane County Hwy Garage, 2302 Fish Hatchery Rd, Madison, WI

### *WRRTC's Schedule of Meetings:*

2017
January 6
February 10
March 10
April 7
May 5
June 9
July 7
August 4
September 8
October 6
November 10
December 8

**NOTE:** The WRRTC's meetings are **usually** held at 10:00 AM on the **first Friday after the first Tuesday of the month** at the **Dane County Highway Building** in Madison, WI.

**NOTICE is sent to:** County Clerks in WRRTC's Region for Posting and to Local News Media as an FYI.

***Thank you for your interest and assistance.***

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# Wisconsin River Rail Transit Commission

Meeting - Friday, January 6<sup>th</sup>, 2017 @ 10 AM

Dane County Hwy Garage, 2302 Fish Hatchery Rd, Madison, WI

*10 minutes estimated | Action Items*

1. 10:00 AM **Call to Order** – Alan Sweeney, Chair
2. Roll Call. **Establishment of Quorum** – Mary Penn
3. Action Item. **Certification of Meeting's Public Notice** – Noticed by Penn
4. Action Item. **Approval of Agenda** – Prepared by Penn
5. Action Item. **Approval of draft December 2016 Meeting Minutes**– Prepared by Penn
6. Updates. **Public Comment** – Time for public comment may be limited by the Chair
7. Updates. **Announcements by Commissioners** – No Discussion Permitted

## REPORTS & COMMISSION BUSINESS

*5 minutes estimated | Update and Action Item*

8. **WRRTC Financial Report** – Jim Matzinger, Accountant
  - Treasurer's Report for December and Payment of Bills

*5 minutes estimated | Discussion and Possible Action*

9. **Discussion and Possible Action on Amending 2017 WRRTC Budget** – Jim Matzinger, WRRTC Accountant

*5 minutes estimated | Update*

10. **Wisconsin & Southern Railroad's Report on Operations** – WSOR
  - Update on Monthly Maintenance Activities
  - Update on Capital Projects
  - Update on Business Development
  - Update on Office of Commission of Railroads
  - Other Continuing Issues/ Topics

*5 minutes estimated | Update*

11. **WisDOT Report** – Kim Tollers, Rich Kedzior, WisDOT

*5 minutes estimated | Update*

12. **WRRTC Correspondence/Communications and Administrator's Report** – Mary Penn, Admin.

*5 minutes estimated | Discussion & Update*

13. **Discussion and Acknowledgment of 2015 Audit** – Mary Penn, Admin.

*10 minutes estimated | Discussion & Possible Action*

14. **Discussion and Possible Action on Revenue Memorandum of Understanding By and Between the PRTC and the WRRTC** – Alan Sweeney, WRRTC Chair

*10 minutes estimated | Discussion & Possible Action*

15. **Discussion and Possible Action on the Release of Interest and the Resolution to Affirm the Release of Rights in Industrial Spur Tracks on Property Owned by Madison Gas & Electric property in Madison, WI** - Madison Gas & Electric

*10 minutes estimated | Discussion & Possible Action*

16. **Discussion and Possible Action on approving an exchange of permanent easements between the City of Madison and the**

State of Wisconsin Department of Transportation - Dave Simon, WisDOT

17. Action Item. **Adjournment**